

OFFICIAL PROCEEDINGS
Pope County Housing and Redevelopment Authority Board
July 19, 2023

The July 19, 2023, regular meeting of the Pope County HRA-EDA was held at the Pope County Courthouse – Community Meeting Room and was called to order by Chairperson Lori Vaadeland at 11:04 a.m. with the following members present; Commissioner Paul Gerde, Lori Vaadeland, Greg Vold, and Jason Rupp. Staff present was Jason Murray and Barry Hegg.

Vaadeland asked for any additional items. A motion by Rupp, seconded by Vold, to approve the agenda as presented, motion carried unanimously.

Public Comment: No comments received.

Official Proceedings: A motion by Gerde, seconded by Rupp, to approve the July 5, 2023, meeting minutes as presented, motion carried unanimously.

Monthly Bills: A motion by Vold, seconded by Gerde, to approve the following list of bills as presented, having been duly audited and ordered them paid, motion carried unanimously:

Bill	Amount	
City of Starbuck	\$	28.33
Contegrity Group	\$	13,455.98
MN Counties Insurance Trust	\$	124.00
Xcel Energy	\$	100.63
City of Glenwood	\$	109.20
IRS - Federal Payroll Taxes	\$	489.60
MN Department of Revenue - State Payroll taxes	\$	7.00
Total	\$	14,314.74

June Financials: Murray reviewed the balance sheet, deposit, and check register with the Board. Murray reviewed the cash balance, fixed assets, and long-term liabilities from the balance sheet with the Board. A motion by Rupp, seconded by Vold, to approve the monthly financials as presented, motion carried unanimously.

Board Per Diem: A motion by Vold, seconded by Gerde, to approve the board per diems, motion carried unanimously.

Starbuck Home: Murray shared a quote for Hilltop Lumber for the purchase of roofing materials to repair the home. Total estimate was for \$3,514.22. A motion by Rupp, seconded by Vold, to authorize the purchase of roofing materials through Hilltop Lumber, motion carried unanimously.

Murray shared a bank commitment letter, outlining the terms of a potential loan for a potential purchaser of the Starbuck home. Murray outlined the terms, including closing fees, interest rate and HRA responsibilities. The Board discussed the conditional loan commitment.

A motion by Vold, seconded by Rupp, to authorize staff to draft a purchase agreement based on the conditional commitment, motion carried unanimously.

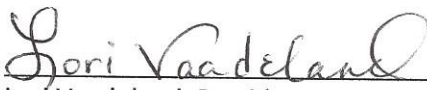
Informational Items:

Fremad Redevelopment – Murray gave a quick update on the asbestos removal. Also noted that he is meeting with Contegrity Group, County Staff, surrounding businesses, and Joe Riley Construction later today to discuss start date, process, access, etc.

2024 Budget Work Session: Board discussed holding the 2024 budget work session on Wednesday, August 16th, at 10 am, prior to the regular meeting.

Adjourn: A motion by Gerde, seconded by Vold, to adjourn the meeting at 12:06 p.m., motion carried unanimously.

ATTEST:


Lori Vaadeland, President


Jason Rupp, Secretary